The Oracle Financial Management System

Timesheet Assignment Worksheet

Please provide all the projects you feel the employee will be charging weekly. This includes the Administrative Projects. Send or email completed worksh
to Grants in Financial Management. (Grants@dot.ri.gov)

NOTE: If the employee will be charging all projects please indicate "All Construction Projects" in the Project column in the case of Construction Project

Information must be supplied prior to employees entering their time to prevent delays in Payroll.

EMPLOYEE NAME	SECTION / UNIT	SUPERVISOR	APPROVER	PROJECT